BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 19, 2004   **Division**: County Administrator

Bulk Item: Yes X No ☐   **Department**: County Administrator

AGENDA ITEM WORDING: Confirmation of the appointment of James F. Van Tassel as Director of Technical Service.

ITEM BACKGROUND: The previous director of Technical Service resigned in October 2003. After exploring options for managing this department, the best interests of the county are served by employing a new director.

PREVIOUS RELEVANT BOCC ACTION: Confirmation of previous Director

CONTRACT/AGREEMENT CHANGES - NA

STAFF RECOMMENDATION: Approval.

TOTAL COST: $62,618.54 +benefits   **BUDGETED**: Yes X No ☐

COST TO COUNTY: $62,618.54 +benefits

REVENUE PRODUCING: Yes ☐ No ☐   **AMOUNT PER MONTH**_____
                                            YEAR_____

APPROVED BY: COUNTY ATTY ☐ OMB/PURCHASING ☐ RISK MANAGEMENT ☐

DIVISION DIRECTOR APPROVAL: _____

DIVISION DIRECTOR NAME: James L. Roberts

DOCUMENTATION: INCLUDED: X TO FOLLOW: ☐ NOT REQUIRED: ☐

DISPOSITION: **AGENDA ITEM #**: 06

Confirmation of Administrator's Appointment of
Director of Technical Services
James F. Van Tassel

In October 2003, the previous Director resigned his position during a disciplinary action and an internal audit of his actions as Director. The Administrator and the Division Director of Management Services undertook an investigation of the best way to manage that department. Discussions were held with the Sheriff and his staff as to their ability to handle the Technical Services of Monroe County. Although that possibility could have been brought to fruition, there was considerable apprehension expressed by the employees involved. Noting this concern, the Administration undertook a thorough review of all applicants for the position, in excess of seventy (70) applicants. During that review, we focused not only upon technical ability, but a history of management and leadership positions.

We narrowed the number of applicants to eight (8) that were interviewed by Sheila Barker, Division Director of Technical Services and Ken Perryman, Network Administrator. Those interviews decreased the field to two finalists. The County Administrator interviewed both candidates and is pleased to recommend for confirmation Mr. James F. Van Tassel for the position of Director of Technical Services.

Mr. Van Tassel has a Bachelor's Degree in Computer Science along with more than twenty years of technical experience with Florida Power & Light. His history shows a strong leadership and problem solving background. He also has a very broad background in technology. He brings a background of voice and audio-visual systems.

Mr. Van Tassel considers his greatest accomplishments are those business assignments that have had problematic histories.

He has been a resident of the Keys for several years and is aware of the dynamics of the Florida Keys. He is looking forward to relocating to the lower keys from Key Largo.

The Administrator respectfully requests that the Board of County Commissioners confirm the appointment of Mr. James F. Van Tassel as Director of the Department of Technical Services.

James L. Roberts
County Administrator

Date: November 10th, 2003

To: Monroe County Human Resources
1100 Simonton Street, 2nd Floor
Key West, Florida 33041

From: James F. Van Tassel
301 Little Miss Muffet Lane
Key Largo, Florida 33037
(305) 852-0692

I would like to request your consideration of my application for the county's open position for Director of Technical Services.

As an expert Information Systems manager and technologist with over 30 years of experience, I have a great deal to offer the county, its' management, and the commission. I enclose for your review, my resume, a completed application, and associated documentation as a first step in exploring these possibilities.

My current position is Director of Information Technology at Holiday Isle Resort in Islamorada. Prior to that posting, Manager of the Data Center(s) for Florida Power and Light (FPL) in Miami.

My responsibilities have included server / mainframe operations, maintaining systems availability, managing all associated plant facilities, networking, telephony, power systems, environmental systems, and associated infrastructure.

Other responsibilities included , negotiating, awarding, and managing vendor contracts for equipment and services, Planning and overseeing all actions necessary for disaster and storm contingencies. In addition, I managed a staff of over twenty professionals and oversaw operating and capital budgets in excess of twenty million dollars.
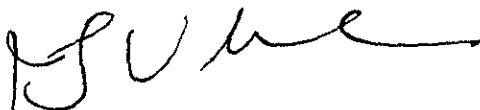
Although my technology expertise and management background is impressive, I consider my greatest accomplishments to be those business assignments that had problematic histories. Those areas where executive management felt some improvement were needed. I excel at reorganizing, redesigning, and recreating organizations and/or projects that have not been performing in stellar fashion. In some cases, they were just not cost effective and management wanted improvement.

My communication, team building, presentation, and other non-technology-based skills are all excellent as well.

I appreciate your consideration of my qualifications for the position of Director of Technical Services.

Sincerely,

James F. Van Tassel

301 Little Miss Muffet Lane
Key Largo, Florida 33037
Phone 305-852-0692
Cell 305-731-9138
E-Mail JimVT@Earthlink.Net

James F. Van Tassel

Career Objective

Apply my expertise, knowledge, and experience to improve overall service stability, availability, and provide technological support, while remaining very cost effective and in most cases saving the sponsoring organization(s) implementation, support, and ongoing operating dollars.

Positions Held

- Director of Information Technology (Holiday Isle Resort) – 200 room resort positioned on two properties in the upper keys. Overall responsibility for all data, voice, and audio-visual systems. Including systems availability, operations, and support, facilities management, vendor / supplier contract negotiations, budget management, disaster and contingency planning, personnel and resource management.
- Data Center Manager (Florida Power & Light (FPL)) – two sites, three mainframes, over 1200 servers (Unix, Win2000, Novell, etc), and in excess of 10,000 connected workstations. Overall responsibility for operations, systems availability, facilities management, vendor / supplier contract negotiations, budget management, disaster / contingency planning, storm and other emergency operations, personnel and resource scheduling.
- Technical Services Supervisor / Specialist (FPL) - Enterprise Server / Internet Support – Included complete responsibility for the support of server hardware, software, operating systems, infrastructure, and their respective connectivity and their ultimate availability as well as all corporate Internet capabilities.
- Technical Services Planner (FPL) - Hardware and Technology Planning for the growth, support, and implementation of evolving technologies to support enterprise wide systems and availability for a six billion dollar a year utility's systems base.
- Application Areas Project Manager (FPL) - Technical Supervisor, Database Administration, Programmer, and Technical Guidance on a number of projects that included Customer Services, Accounting, Purchasing, Inventory, Power Facilities Construction, and other Power Management systems.
- Project Management (FPL) - E-Mail, Internet, Collaborative Systems, and other technology implementations and associated conversions.
- Other commercial systems work outside FPL that included the design, implementation, and ongoing support of the most advances systems and network technologies available.

Areas of Technology Expertise

- Data Networking - TCP/IP, IPX, SPX, most protocols, plus DNS, Domain Controllers, DHCP, Novell's NDS, as well as most associated hardware (NICs, Switches, Hubs, and Gateways, etc.).
- Voice and Data Networking Topologies using Ethernet and Token Ring Frame Relay, FDDI, 10/100-Base-T, Thin-Net, and others.
- Disaster Recovery and Contingency technologies and planning.
- MS Windows 3.x, 95, 98, NT, ME, 2000 (Server and Workstation versions).
- Unix OS and Utilities (Not an expert, but well versed)
- Novell 3.x, 4.x, 5.x plus all related utilities, clients, and support.
- DOS 3.x, 4.x, 5.x, 6.x, plus all related utilities and support.
- MS Back Office including Exchange 5.5 and 2000, including Outlook.
- MS Office (Word, Excel, Power Point, Publisher, etc)
- Data Center / Server Room planning, facilities, their management and associated support infrastructure.
- Numerous programming languages such as Assembler, C, Visual basic, FoxPro, COBOL and many others.

Employment

- 2003 – Present Holiday Isle Resort, Islamorada Florida
- 1981 - 2002 Florida Power and Light Company   Miami / Juno Beach Florida
- 1971 - 1981 Eastern Airlines, Inc   Miami, Florida
- 1969 - 1971 Stoddard Office Supply, Inc.   Miami, Florida

Education

- 1974 - Florida International University, Bachelor of Science, Computer Sciences
- 1965 - Varied Military Training courses
- 1964 - Miami Edison High School, Graduate, General Education

Military

- United States Marine Corps 1965 – 1969
- Automotive Mechanic and Forward Observer (Artillery)
- Two combat tours – Republic of South Vietnam
- Ranks held – Private (E-1) through Sergeant (E-5)
- Honorably discharged

Civic, Social, Other

- Co-founder and Past President – Ronald McDonald House of South Florida, University of Miami - Jackson Memorial Medical Center, Miami, Florida
- Active member of varied Home Owner Associations
- Active Civic volunteer
- Hobbies include – History studies and research involving the Florida Keys, Golf, Fishing, and Snorkeling.